

**State Enhanced 9-1-1  
Advisory Committee  
Meeting Minutes  
February 20, 2003**

**Members Present:**

Chair, Chris Fischer, *Association of Public-Safety Communications Officials (APCO)*  
Mike Akin, *Association of Washington Cities - West*  
Dan Aycock, *Member at Large*  
Rebecca Beaton, *Washington Utilities and Transportation Commission (WUTC)*  
JoAnn Boggs, *Small Rural Counties - East*  
Bob Connell, *Verizon*  
Dave Cowardin, *Washington State Association of Fire Chiefs*  
Jack Cvitanovic, *Department of Health*  
Patty Danner, *Large Urban Counties - East*  
Marlys Davis, *King County*  
Bill Graedel, *Washington State Association of Counties – East*  
Jon Kaino, *Washington State Association of Counties - West*  
Marty Knorr, *Washington State Patrol*  
Jeanne Massingham, *Washington State Emergency Management Association (WSEMA)*  
Lynn Mell, *T-Mobile USA*  
Jim Potts, *Fire Protection Policy Board*  
Jim Quackenbush, *National Emergency Number Association (NENA)*  
Markus Volke, *Qwest*  
Marj Williams, *Large Urban Counties – West*  
Naomi Wu, *Small Rural Counties - West*

**Alternate Members Present:**

Dennis English, *Washington Association of Sheriffs and Police Chiefs*  
Jerry Newcomer, *Washington State Ambulance Association*  
Patti VonBargen, *Association of Washington Cities - East*

**Guests Present:**

Ben Keller (*Garfield*), Pam Boad (*Mason*), Chris Mace (*Klickitat*).

**County Coordinators Present:**

Kellie Ottmar (*Adams*), Bonnie Albertsen (*Asotin*), Eileen Ervin (*Chelan*), **Naomi Wu** (*Clallam*), Tom Griffith (*Clark*), Roger Trump (*Columbia*), **Dennis English** (*Douglas*), Rose Parr (*Ferry*), Virginia Boyd (*Garfield*), Mary Allen (*Grant*), Peggy Fouts (*Grays Harbor*), Tom Shaughnessy (*Island*), **Marlys Davis** (*King*), Steve Reinke (*Kittitas*), Cathy Bevans (*Klickitat*), Lanette Scapillato (*Lewis*), DeeAnn Edwards (*Lincoln*), **Mike Akin** (*Mason*), Kim Scott (*Okanogan*), Stephanie Fritts (*Pacific*), **JoAnn Boggs** (*Pend Oreille*),

John Wilding (*Pierce*), Deb Welsh (*Skagit*), **Marj Williams** (*Snohomish*), Debby McCanna (*Stevens*), **Jim Quackenbush** (*Thurston*), Dan Bardsley (*Wahkiakum*), Dan Aycock (*Walla Walla*), and **Patti VonBergen** (*Whitman*).

**State Office Staff Present:**

Bob Oenning, Dave Irwin, Catherine Bartholomew, Teresa Lewis and Dave Griffith

**Welcome and Introductions:**

Chris Fischer called the meeting to order at 9:35 am. Members and guests introduced themselves.

**Review and Approval of the Minutes (January 16, 2003):** On page 4, under Wireless WAC Prioritization & Policy. The second Amendment, first sentence, remove the word 'take'. On page 5, in the third paragraph, of the first sentence, replace the word 'moment' with '*comments*'. There was also a request that under action items, in the sixth paragraph to remove the word 'take' and to have a three or four word explanation of to what '*this*' refers to. **Bill Graedel motioned to approve the minutes from the January 16, 2003 meeting as amended. Jim Quackenbush seconded the motion. The motion carried.**

**Old Business:**

Bob Oenning presented the recommended changes to the By-Laws [**ENCL 1**] from the January meeting. He explained the difference between Rural and Urban and what that means to the counties if we leave the by-laws as it is written with the definition of a 75,000 population. There would be one change; Grant County would now become an urban county. If we raised the limit definition to 100,000, then Cowlitz County would go from an urban to a rural county. Then Bob presented the definition if the by-law was changed to density and the impact that would have on the counties. Discussion ensued. The group as a whole decided to leave the by-laws population definition the way it is written.

**Dan Aycock motioned to adopt the changes to the by-laws as written and approved. Bill Graedel seconded the motion. The motion carried.**

**SUBCOMMITTEE REPORTS:**

**Wireless – Marlys Davis**

Dave Griffith discussed recent FCC actions. There has not been any significant activity regarding E911 recently. One notable item was the delay of submittal of comments for the Notice of Proposed Rulemaking in Docket 94-102 (FCC 02-236). Initial comments were due on February 18, 2003 and reply comments due March 11.

Dave talked about the Emergency Services Interconnection Forum (ESIF) and the discussions they are having regarding the international roamers and the international roaming issue in the FCC NPRM. ESIF is opening a resolution on international roaming. It appears that if an international roamer's call to 9-1-1 is dropped, to redial the customer, the call must be routed back through the roamer's 'home' country. There was another issue regarding testing for Phase II. ESIF has keyed up this issue for quick resolution due to timeliness. Members feel there is a need for uniform standards on testing. There was also a concern that testing could interfere with normal PSAP operations. Marlys said there needs to be coordination between PSAPs and carriers to make the test calls. If the PSAP knows in advance (not the day before) of testing, appropriate staffing levels can be arranged for the test. Network based technologies typically need to test all cell sectors, and handset technologies need to test from several different locations but their operation is independent of cell sites. ESIF members were also concerned about network failures being undetected without routine maintenance. Lynn Mell noted that T-

Mobile USA would test for Phase II operation during its routine maintenance test of its cell sites. Regarding Uncertainty vs. Confidence, ESIF declined to take a position on whether this information is required, the forum decided to recommend a confidence factor of 90% be used and the location technology would provide the uncertainty factor, or radius from the latitude and longitude where the customer is calculated to be located. The ESIF has also posted a PSAP Readiness Checklist for Phase II on their website at [www.atis.org](http://www.atis.org) under documents.

Marlys reported on the proposed language for the WAC 118-66. Marlys requested that the WAC 118-66 be sent out to the Advisory Committee members. Dave Griffith described what the changes included: the WAC repeals WAC 118-65, the wireline E911 WAC, and combines wireless and wireline E911 funding into a single WAC. This language has been reviewed by the State Attorney General's Office. A public hearing to approve the WAC has been scheduled for March 28, 2003 from 10:00 a.m. to noon at the Radisson Hotel in SeaTac, WA. If the WAC is approved at the hearing, it could become effective 31 days later. Bob Oenning commented that the State Office might propose an effective date of July 1, 2003, to coincide with the expiration of the current county E911 contracts with the state.

Dave Griffith went over the WAC 118-67 – The Technical and Operational Standards for wireless E911 service **[ENCL 2]**. Discussion ensued. Marlys stated that the Wireless Workgroup discussed this at their last meeting and is recommending that it be accepted as written.

***Jim Quackenbush motioned to accept WAC 118-67 as presented and written. Jon Kaino seconded the motion. The motion passed.***

**Cost Recovery:** Marlys reported on the standard Phase I rates for the carriers. Instead of the State Office signing contracts with the carriers, the State Office will set in policy each year the Phase I service rate. The rates would be reviewed and reset each year as part of the State Office budget process. The counties would be informed of the rates by April 15<sup>th</sup> so they can include carrier cost recovery in their E911 contract requests to the state.

**State Legislative Issues:** Bob Oenning will go over this during the legislation portion of the meeting.

**Phase I order & Phase II spreadsheet [ENCL 3 & 4].** Marlys asked that if there are changes to status on the spreadsheets, please submit those to the State Office and/or to Doug Gehrke. The spreadsheet is current as of February 13, 2003 and shows considerable progress. The issue of T-Mobile proposing to implement Phase I using the E2 interface, which is the Phase II ALI database interface, has still not been resolved. Markus Volke reported that Qwest's position has not changed. Marlys asked that the email dated January 15, 2003 from Jackie Mines of Qwest be sent out to all the county coordinators. Lynn Mell reported that this issue has been escalated to the FCC for resolution. Regarding the Phase II spreadsheet, please send a copy of your letters requesting Phase II to the State Office and a copy to Doug Gehrke.

**Phase II ALI Data:** Marlys reported that they have upgraded four of the largest CAD systems. This is not a totally painless process; it took three to six hours for each one. During that time ALI and CAD were messed up. This also requires a 911 data stream change to both the controllers in the back room and the software **[ENCL 5]**.

Marlys wanted to remind everyone that there has been a schedule change to the Wireless Workgroup meetings. There will be no meeting next month and that the September meeting has been moved to September 4<sup>th</sup>.

Marlys talked about 511 – It is recorded highway information and is being done by Department of Transportation (DOT). One question is ‘*How will they handle misdials?*’ Marlys has asked if the WUTC can require that N11 numbers that use a recorded message included a message in the beginning to dial 911 for emergencies.

*Wireless misdialed 911 calls.* King County just finished a call study and the results where 30% of all wireless calls were misdials, so King County is gearing up for a massive public education campaign centered on this issue.

## **STATE OFFICE REPORTS:**

### **Legislation:**

Bob reported that the Telecommunications Operations are still being worked on. There has been some discussion with the WUTC on Voice Over Internet Protocol (VoIP) and the regulatory status of these providers.

The state budget is still over \$2 plus billion out of balance. The Governor will be cutting 2,500 FTEs across the state and some of these may take place on April 1, 2003. One of the items that maybe affected by the cuts is travel expenses. This could affect the Advisory Committee meetings, but will have to wait and see.

Bob reported on some of the Legislation bills that impact E911 **[ENCL 6]**. It was asked that the state office keep the Advisory Committee and the county coordinators up to date regarding these bills. The impact of HB1919, the bill to expand the use of local wireline E911 taxes, would be to move the emphasis of the state assistance from the small counties to the urban counties. Discussion ensued regarding this bill and the issues surrounding it.

### **Financial Status:**

Catherine Bartholomew reported on the State Office Financial Status **[Encl 7-11]**. She reminded counties to submit their A-19's for payment. Catherine also reminded the counties that if they do not get the A-19's in then those funds may be reassigned to the counties that need assistance. The letters regarding the amounts that have not been spent will be going out in March. There was an issue brought up regarding the FY04 contracts around CAD maintenance verses equipment maintenance. The motion from the January meeting was reread and discussion ensued regarding this. Bob Oenning made the decision to leave the policy the way it is, with maintenance funded just before replacement of items. Catherine wanted to state that even if the Advisory Committee makes a recommendation regarding spending, it has to go through the Attorney General's Office and then it has to follow the rules of the RCWs and the WACs. So just because a recommendation is made, it does not always mean that it will be approved by the state rules. Naomi Wu requested that the State Office bring back to the Advisory Board, the problematic areas of the WAC regarding the CAD maintenance and other issues in the contracts so that the Advisory Board and the County Coordinators are aware of what these issues are.

### **National Issues:**

Bob discussed the Regional Concept **[ENCL 12]**. This is working for emergency management and may be linked to Homeland Security funding.

Bob will be attending the NENA CIF and 911 Caucus meetings in Washington DC this week.

Regarding the APCO grants, round two has begun **[ENCL 13]**. Two applicants from the state of Washington received grants from the first round. Bob stated that the state would provide a 25% match to the dollars received from APCO grants again. It was stated that if a county receives grant money from APCO they may also receive the matching money from the state, even if they do not currently have a contract with the State.

**NEW Business:**

Bob stated that the State Emergency Management Division would be involved in the TOP OFF exercise during May 12-16, 2003. The Advisory Committee meeting meets that week also. Bob requested that the Advisory Committee meeting be moved to May 22, which is the fourth Thursday of that month. The Advisory Committee agreed to move the meeting. An email will be sent out to remind everyone.

Dennis English introduced the newest member of the Advisory Committee Sheriff Chris Mace from the Klickitat County Sheriff's Office. He will be replacing Dan LaRoche as the representative of the Washington Association of Sheriffs and Police Chiefs. Dennis will remain as the alternate.

***The next meeting will be held THURSDAY, MARCH 20, 2002 at THE RADISSON SEATAC HOTEL.***

**ACTION ITEMS:**

***Bill Graedel motioned to approve the minutes from the January 16, 2003 meeting as amended. Jim Quackenbush seconded the motion. The motion carried.***

***Dan Aycock motioned to adopt the changes to the by-laws as written and approved. Bill Graedel seconded the motion. The motion carried.***

***Jim Quackenbush motioned to accept WAC 118-67 as presented and written. Jon Kaino seconded the motion. The motion passed.***

***The May Advisory Committee meeting was changed from May 15<sup>th</sup> to May 22<sup>nd</sup> to accommodate the TOP OFF exercise.***